

League of Women Voters of Pennsylvania Review and Update 101

Local Leagues are an integral part of developing LWVPA positions through the Study and Consensus process.

While a Study considers material for which there is not yet a comprehensive LWVPA or LWVUS position, a Review and Update is, as the title suggests, an opportunity to examine current positions to see if updates or additions are necessary.

Here's how it works:

1. Local Leagues express an interest in studying or reviewing a topic in Program Planning meetings and forward this suggestion to the LWVPA Board.
2. The LWVPA Board Planning Committee recommends the program to the LWVPA Board for approval.
3. The Study or Review and Update is adopted by delegates of Local Leagues as part of the LWVPA program at Convention.
4. The LWVPA Board establishes a state-wide Study or Review and Update Committee.
5. In the case of a Study, the Study Committee does extensive research (reading scholarly works and primary sources, interviewing stakeholders, soliciting a variety of opinions) and produces a Study Guide and Consensus Questions. In the case of a Review and Update, the Committee collects current positions from both LWVPA and LWVUS, evaluates their continued relevance, identifies areas for further study and prepares materials and consensus questions addressing areas to consider for recommended addition or change.
6. The LWVPA Board approves the Consensus Questions.
7. Materials are posted on the LWVPA website and the LWVPA office sends the Consensus Questions and Study Guide to Local Leagues.
8. Local Leagues create a committee.
9. The local committee reviews materials and other recommended materials.
10. The local committee prepares a presentation of the material in the Study Guide to the Local League membership. The presentation does not need to cover every detail included in the Study Guide but should provide sufficient information for the local League membership to make informed decisions on the Consensus questions. The presentation should be well organized and tailored to a variety of learning styles. The Local League committee should decide on the most effective way to present the information to their League membership, including the timing and order of the presentation.

11. The Local League committee presents to the Local League Membership. Committee members should have a good understanding of the issues related to the Study so that they can answer any questions or clarify any misunderstandings.
12. Following the presentation, the Local League committee leads a discussion of each Consensus Question. The goal of this is to reach agreement (or determine if agreement is impossible) on each Consensus Question. A vote should not be held.
13. The answers to the Consensus Questions are recorded and submitted through an online form (see the LWVPA website) or emailed to the LWVPA office. No more than one response to each Consensus Question may be submitted by any local League. Additional comments may be submitted.
14. The LWVPA Study or Review and Update Committee collects and evaluates the responses to the Consensus Questions and drafts a Position to be submitted to the LWVPA Board.
15. The Board approves the Position.
16. The position is used for ACTION!